



7275 W. MAIN STREET, KALAMAZOO, MI 49009-9334
269-216-5220 Fax 375-7180 TDD 375-7198
www.oshtemo.org

**NOTICE
OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

**Regular Meeting
Thursday, August 9, 2018
7:00 p.m.**

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment on Non-Agenda Items
5. Approval of Minutes: Work Session and Regular Meeting of July 26, 2018
6. **PUBLIC HEARING:** Corner@Drake Sign Deviation
The applicant, TSFR Pizza, LLC, has requested a dimensional departure from Section 76.170 of the Township Zoning Ordinance, to allow a third wall sign when only two are permitted. The departure is requested under Section 60.405 of the Planned Unit Development ordinance. The subject property is located within the Corner@Drake Planned Unit Development at the northwest corner of Stadium Drive and Drake Road, Kalamazoo, MI 49009, within the C: Local Business District. Parcel No. 3905-25-075-029.
7. **PUBLIC HEARING:** 6343 Stadium Drive Office Conversion
Consideration of a special exception use and site plan review application from Jeff Paulson, Hurley & Stewart on behalf of Jonas Crump, to convert a single-family home to a professional office located at 6343 Stadium Drive in the VC: Village Commercial District. Parcel No. 3905-26-474-010.
8. Old Business
 - a. Zoning Ordinance Re-Organization Updates
9. Any Other Business
10. Planning Commissioner Comments
11. Adjournment

Policy for Public Comment
Township Board Regular Meetings, Planning Commission & ZBA Meetings

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

- a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.
- b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be board discussion prior to call for a motion.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name; it is not required unless the speaker wishes to have their comment recorded in the minutes.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment or Citizen Comment on Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 5/9/2000)
(revised 5/14/2013)

Policy for Public Comment
6:00 p.m. "Public Comment"/Portion of Township Board Meetings

At the commencement of the meeting, the Supervisor shall poll the members of the public who are present to determine how many persons wish to make comments. The Supervisor shall allocate maximum comment time among persons so identified based upon the total number of persons indicating their wish to make public comments, but no longer than ten (10) minutes per person. Special permission to extend the maximum comment time may be granted in advance by the Supervisor based upon the topic of discussion.

While this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name; it is not required unless the speaker wishes to have their comment recorded in the minutes.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 2/27/2001)
(revised 5/14/2013)

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

**MINUTES OF A WORK SESSION AND PLANNING COMMISSION MEETING
HELD JULY 26, 2018**

PLANNING COMMISSION WORK SESSION

Agenda

DISCUSSION OF ZONING ORDINANCE RE-ORGANIZATION

- a. Re-Organized Code – Distribution of Notebooks**
 - b. Agritourism**
-

A work session of the Oshtemo Charter Township Planning Commission was held on Thursday, July 26, 2018, commencing at approximately 6:05 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Cheri Bell, Chairperson
Fred Antosz
Dusty Farmer, Secretary
Micki Maxwell
Mary Smith
Bruce VanderWeele, Vice Chairperson

MEMBERS ABSENT: Ollie Chambers

Also present were Julie Johnston, Planning Director, James Porter, Attorney, and one interested person.

a. Re-Organized Code – Distribution of Notebooks

Ms. Johnston outlined the contents of the notebooks, indicating the re-organized Ordinance has been completed. She pointed out to the Board members how each tab of the notebook was a larger grouping of the Ordinance, for example all of the Zoning Districts are now organized separate from the Overlay Zones. She then noted each tab has a table of contents if there was more than one Article located within the tab.

Ms. Johnston had several questions related to the re-organized ordinance she posed to the Board members. These included the following:

1. Discussion of “motorized vehicle roadways,” which is included in a larger use group in the RR: Rural Residential District but not within this same use group in other residential districts. The Board decided to remove this use from the RR District and consider writing language at a later date within the industrial district.

2. Several ordinances have a heading called “limitations” or “design standards,” which generally outline development standards for that particular zoning district. The Board decided to change all of these headings to “Development Standards.”
3. Discussion was had regarding Special Exception Uses (now called Special Land Uses), which were included in the old Section 60.000 but were not specifically called out in the zoning districts in which they were permitted. It was decided to add these uses to the individual zoning districts.
4. Finally, Ms. Johnston indicated she added some information to the Special Land Uses Article called “Review Criteria.” The intent was to improve the criteria the Planning Commission would use in deciding whether a use should be approved. The Board members discussed the recommended language and made suggested changes to be reviewed at the August 9th meeting.

Ms. Johnston went on to discuss next steps, which would include a review at the August 9th meeting and then a public hearing at the first September meeting. She also indicated she would speak with Supervisor Heiny-Cogswell about getting the re-organized ordinance on the Township Board’s work session agenda in September.

b. Agritourism

Having exhausted the time allowed for the work session, Agritourism was tabled until the next work session.

The Planning Commission work session ended at approximately 7:00 p.m.

REGULAR PLANNING COMMISSION MEETING OF JULY 26, 2018

Agenda

PUBLIC HEARING: SPECIAL EXCEPTION USE – DIMENSIONAL DEPARTURE FROM THE SIGN ORDINANCE
CONSIDERATION OF A DIMENSIONAL DEPARTURE REQUEST BY ALLIED SIGNS, INC., ON BEHALF OF OSHTEMO HOTELS, LLC, FROM SECTION 76.170 OF THE TOWNSHIP ZONING ORDINANCE, TO PLACE THE TOP OF A WALL SIGN HIGHER THAN THE PERMITTED 30 FEET, PER SECTION 60.405 OF THE PLANNED UNIT DEVELOPMENT ORDINANCE. THE SUBJECT PROPERTY IS LOCATED AT

5724 WEST MAIN STREET, KALAMAZOO, MI 490098, WITHIN THE C: LOCAL BUSINESS DISTRICT. PARCEL NO. 3905-13-130-030.

PUBLIC HEARING: SPECIAL EXCEPTION USE – TEMPORARY OUTDOOR EVENT CONSIDERATION OF AN APPLICATION FROM THE LAWTON RIDGE WINERY TO ALLOW A FOOD TRUCK AT 8456 STADIUM DRIVE IN THE I-1: INDUSTRIAL DISTRICT. PARCEL NO. 3905-33-402-161.

SITE PLAN REVIEW: LANGELAND FUNERAL HOME CONSIDERATION OF AN APPLICATION FROM THE LONG ISLAND PARTNERSHIP TO DEVELOP A NEW CREMATORIUM AT 3926 SOUTH 9TH STREET IN THE VC: VILLAGE COMMERCIAL DISTRICT. PARCEL NO. 3905-35-330-018.

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, July 26, 2018, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Cheri Bell, Chairperson
Fred Antosz
Micki Maxwell
Dusty Farmer, Secretary
Bruce VanderWeele, Vice Chairperson
Mary Smith

MEMBER ABSENT: Ollie Chambers

Also present were Julie Johnston, Planning Director, James Porter, Attorney, Martha Coash, Meeting Transcriptionist, and nine interested persons.

Call to Order

The meeting was called to order by Chairperson Bell at approximately 7:10 p.m.

Pledge of Allegiance

Chairperson Bell invited those in attendance to recite the Pledge of Allegiance.

Approval of the Agenda

Chairperson Bell asked if there were any additions or deletions to the agenda. Hearing none, she asked for a motion.

Mr. Antosz made a motion to approve the agenda as presented. Mr. VanderWeele supported the motion. The motion was approved unanimously.

Public Comment on Non-Agenda Items

There were no public comments on non-agenda items.

Approval of the Minutes of the Work Session and Regular Meeting of June 28, 2018

Chairperson Bell asked if there were additions, deletions or corrections to the Minutes of either the Work Session or the Regular Meeting of June 28, 2018.

Hearing none, Chairperson Bell asked for a motion.

Mr. VanderWeele made a motion to approve the minutes of the Work Session and the Regular Meeting of June 28, 2018 as presented. Mr. Antosz supported the motion. The motion was approved unanimously.

PUBLIC HEARING: SPECIAL EXCEPTION USE – DIMENSIONAL DEPARTURE FROM THE SIGN ORDINANCE **CONSIDERATION OF A DIMENSIONAL DEPARTURE REQUEST BY ALLIED SIGNS, INC., ON BEHALF OF OSHTEMO HOTELS, LLC, FROM SECTION 76.170 OF THE TOWNSHIP ZONING ORDINANCE, TO PLACE THE TOP OF A WALL SIGN HIGHER THAN THE PERMITTED 30 FEET, PER SECTION 60.405 OF THE PLANNED UNIT DEVELOPMENT ORDINANCE. THE SUBJECT PROPERTY IS LOCATED AT 5724 WEST MAIN STREET, KALAMAZOO, MI 490098, WITHIN THE C: LOCAL BUSINESS DISTRICT. PARCEL NO. 3905-13-130-030.**

Chairperson Bell moved to the next item on the agenda and asked Ms. Johnston for her presentation.

Ms. Johnston indicated the applicant, Oshtemo Hotels, LLC, submitted a request to the Zoning Board of Appeals for a variance to allow a wall sign at a height taller than the permitted maximum. The building in question is the Holiday Inn Express currently under construction within the Westgate Planned Unit Development (PUD) located at the northeast corner of US131 and West Main Street. The Westgate PUD is zoned C: Local Business District with a PUD overlay. Per the Sign and Billboard Ordinance requirements, Section 76.170, wall signs for hotels are restricted to a maximum height of 30 feet.

The applicant was seeking a variance from Section 76.170 to allow the placement of two wall signs located near the top of the Holiday Inn Express building, which has a maximum height of 45 feet 4 inches. Both the west and south facing signs would have a maximum wall sign height of approximately 39 feet 11 inches, 9 feet 11 inches above the maximum allowed placement for a sign.

The applicant indicated the variance was needed due to the distances the building is setback from both US131 and West Main Street. They intend to construct

only two signs when four are allowed and plan to located them facing US131 and West Main Street. The request was to ensure maximum visibility for the two planned signs.

During discussions with the Zoning Board of Appeals, Staff pointed out the hotels are located within a planned unit development, which has a mechanism for dimensional departures from the code. Section 60.405 of the PUD ordinance allows the Planning Commission to grant dimensional departures from the ordinance if the departure meets the purpose and intent of the PUD ordinance. After much discussion regarding the variance and the PUD ordinance, the Zoning Board of Appeals made a motion to refer the request to the Planning Commission, indicating the PUD ordinance was a more appropriate tool as the Westgate development could be reviewed more holistically.

She noted developers are often attracted to PUDs because of this inherent flexibility, but the departures should be beneficial to the development's patrons and the community in general.

For this particular request, Ms. Johnston explained the applicant contended:

1. Allowing the signs to be closer to the roof of the building will increase visibility for motorists passing on West Main Street and US131.
2. The wall signs will be the main signs for the hotels; ground mounted signs will be incorporated into the entire Westgate development, with no stand-alone ground mounted signage for the hotels.
3. The location of the signs near the top of the building is typical to the Holiday Inn brand and standard in the hotel industry.
4. The Holiday Inn brand normally develops signs on three sides of the building, the applicant is only asking for two wall signs to limit the light pollution to the residential neighbors to the east.
5. As the first project in the Westgate PUD, other developments may obscure the sign, particularly the one facing West Main Street, if it was placed at the 30-foot height. The taller elevation helps to alleviate this concern.

Ms. Johnston said the thought-provoking component of this request was the disparity in the Zoning Ordinance between heights of buildings and placement of signs. Building height in Oshtemo Township is based solely on the ability to meet setbacks. On the other hand, the Sign Ordinance limits height to 30-feet, not allowing signs to develop at a proportional height to the stature of the building, clearly seen with this application. The property in question was of a large enough size to allow setbacks to accommodate the approximate 46-foot-tall structure. Placing the signs at the 30-foot height would locate them more at the third-floor level of the structure than the top floor, where it is more expected and generally the industry standard.

She said in the past, the Planning Commission has granted departures from the sign ordinance for another commercial PUDs. The Corner@Drake property received a departure for Trader Joe's to allow three wall signs when only two were permitted and for the height of the ground sign on Drake Road to allow accommodations for many of the internal PUD uses. In both cases, it was determined that the dimensional departures made for a more coordinated, cohesive, and user-friendly commercial development meeting the spirit and intent of the PUD ordinance.

An argument could be made that the 145-foot utility corridor located between the PUD and the right-of-way of US131 represents a unique condition in this area. Without this dedicated utility corridor, the Westgate PUD and the hotel would have more direct frontage on US131. The distance of the hotels from US131 pavement is approximately 375 feet and 1,700 from the pavement of West Main Street. With these distances, locating the sign at a height of 39 feet 11 inches as opposed to 30 feet would not likely be a noticeable difference.

To conclude, she said the intent of the PUD ordinance is to allow flexibility within the development that promotes more creativity and imaginative design. The second Holiday Inn building, currently under construction and not included in the applicant's original application, reaches a maximum height of 67 feet. Locating the wall sign at 30 feet, or the approximate mid-point to the building, would not only be out of character to the standard sign placement, it would also look awkward on the structure. Allowing the signs to be raised to a point closer to the roof line is more in keeping with generally accepted placement of a wall sign. In addition, due to the scale of the development, 86-acres, and its setbacks from the major thoroughfares, it is not likely that the increased height would be considered out of character.

While the current application is only for the Holiday Inn Express, it is very likely that this same request will be made for both hotels, if not other later developments within the PUD. She suggested the Planning Commission consider reviewing this request not just for the current application, but for the entirety of the PUD. The difficulty with that review is the unknown extent of future development, for example how tall future structures will be.

Ms. Johnston said Staff recommended the Planning Commission allow a dimensional departure for the height of wall signs within the Westgate PUD. The departure will not impede public health, safety, and welfare, and would be in keeping with the flexibility allowed within the PUD ordinance. Staff's recommendation is as follows:

For those buildings with heights taller than 35 feet within the Westgate PUD, the top of any wall sign, including its superstructure, shall be no higher than five feet below the roofline/parapet wall of the building to which the sign is attached.

She said in the future, as other buildings are developed over 35 feet in the Westgate PUD, this would apply.

Chairperson Bell thanked Ms. Johnston for her report and asked whether there were questions from the Board.

Answering a question from Ms. Smith regarding whether there would be free-standing post signs for this project, Ms. Johnston said pole signs would be permitted by Ordinance, but that isn't the intent by the developer, though a post sign may be possible on West Main or Maple Hill Drive. This request is about the placement of wall signs.

Ms. Farmer asked if the Planning Department wants to revisit the sign ordinance again and whether it could be hired out.

Ms. Johnston said it needs to be addressed and will be after the agritourism ordinance has been completed. Even if hired out, work on it is still a few months out and must be included in the Planning Commission schedule.

Chairperson Bell noted that it is likely that when the Sign Ordinance was written there were no buildings taller than 30 feet in the Township.

Ms. Johnston said several ZBA members were ready to approve the variance, but the group felt that because the development is in the PUD, which has provision allowing dimensional departures, it would be better for the Planning Commission to consider the entire PUD then review variance after variance for sign height.

Attorney Porter agreed, saying the ZBA thought the PC should look at the whole PUD rather than end up with multiple variance requests. He said Ms. Johnston's proposal would provide more consistent and uniform decisions.

Hearing no further questions, Chairperson Bell asked whether the applicant wished to speak.

Mr. Patrick Stieber, Allied Signs Inc., 33650 Giftos, Clinton Township, said he felt an oversight in the code itself was the reason they were here. The signs meet Ordinance requirements except for the height requested. They need to be visible from U.S.-131. He said Holiday Inn would be the next hotel to be built in the PUD and they would have the same situation. The sign fits well with the hotel design and image of the new Holiday Inn hotels and he felt the recommendation should be approved.

Mr. Phil Sarkasian, Amerilodge, 8988 Royce Drive, Sterling Heights, said the hotel has vast corporate experience and will be a good neighbor. He indicated a pole sign will not be included in the plans. He noted a letter of support from AVB and asked for consistency with other communities. Only two wall signs are requested so the apartment complex to the east will not be affected. The lights are not bright enough to cause light pollution so will cause no harm. The project will stimulate the PUD.

There were no other speakers; the Chair moved to Board Deliberations.

Ms. Farmer said neither the letter of support from the builder nor consistency with other Townships were of concern to her. She is more concerned with the neighbors. Consistency within the PUD is important and felt an overall decision within the PUD was needed.

Chairperson Bell said what stood out to her was the PC approval of the sign at the Corner@Drake.

Attorney Porter said it is true that consistency in decisions is important. If there are different standards approved for PUD, standards must be articulated with reasons for the decision. The criteria in this case may be different than the Corner@Drake situation. Different PUDs can have different decisions, but there need to be good reasons for treating them differently.

Ms. Farmer noted the signs on the hotel will not face residential area that is immediately adjacent to the hotel.

Chairperson Bell said sensitivity is needed regarding the location of signs; Feedback is not always positive about this development and care needs to be taken when making decisions so people understand why the PC is doing what it is doing.

Ms. Farmer said Westport feedback indicates concern about more traffic noise as the PUD is developed.

Mr. VanderWeele explained the ZBA was very much in favor of approving the sign variance, but felt the PC was the better route to take to avoid further variances and indicated his support for the recommendation.

Mr. Antosz commented the visibility of signage from 131 is impacted by Consumers Power equipment being in the way.

Chairperson Bell determined there were no further comments and asked for a motion.

Ms. Farmer made a motion to approve the recommendation from Staff to allow a dimensional departure for the height of wall signs within the Westgate PUD as follows: "For those buildings with heights taller than 35 feet within the Westgate PUD, the top of any wall sign, including its superstructure, shall be no higher than five feet below the roofline/parapet wall of the building to which the sign is attached." Mr. VanderWeele supported the motion. The motion was approved unanimously.

**PUBLIC HEARING: SPECIAL EXCEPTION USE – TEMPORARY OUTDOOR EVENT
CONSIDERATION OF AN APPLICATION FROM THE LAWTON RIDGE WINERY TO
ALLOW A FOOD TRUCK AT 8456 STADIUM DRIVE IN THE I-1 INDUSTRIAL
DISTRICT. PARCEL NO. 3905-33-402-161.**

Chairperson Bell asked Ms. Johnston to review the application from Lawton Ridge Winery.

Ms. Johnston said the applicant requested a special exception use and general site layout approval to allow a variety of food trucks on their property during the summer months of the year. Lawton Ridge Winery is located at 8456 Stadium Drive and is zoned I-1: Industrial District.

The request was to allow mobile food trucks during the warmer months of the year. No specific dates or times of the event were provided in the application. However, this request is due to an enforcement action pending on the property. The Winery has already been holding their food truck events, which Staff believe are being held every Wednesday, generally from 4:00 pm to 7:00 pm, for some time.

Ms. Johnston indicate their requested placement of the food truck is within the front yard of the site, specifically within the Stadium Drive right-of-way. Unfortunately, the requested location does not meet the setback requirements for Stadium Drive. Per Section 64.100: Designated Highways of the Setback Ordinance, Stadium Drive requires a 120-foot setback from the centerline of the road. This would move the location of the requested food truck within the parking lot of the site. If the application were approved by the Planning Commission, the food truck would need to be located within the parking lot in a manner that will not impede the access of emergency vehicles. The drive aisle into the parking lot will need to remain clear for continued access.

She noted public restroom facilities are provided inside the building. No additional equipment or trailers are being brought to the subject property. All other ordinance requirements have been met.

Ms. Johnston said the 60.100 zoning ordinance special exception use considerations will be met once the food truck location has been removed from the Stadium Drive right-of-way.

Ms. Johnston recommended the Planning Commission grant the temporary outdoor event at 8456 Stadium Drive for a food truck, subject to the following conditions:

1. The food truck will only be permitted onsite Wednesdays from 3:30 pm to 7:30 pm with food sales from 4:00 pm to 7:00 pm.
2. The food truck will be permitted from the date of this approval through September 30, 2018, for a total of nine more events.

3. The food truck will be located onsite in accordance with all applicable setback requirements for the property.
4. The location of the food truck will place outside of the any parking lot drive aisle to ensure emergency vehicle access to the site.
5. The Kalamazoo County Environmental Health license for the food truck shall be provided to the applicant and kept on file for proof of proper operating permits.
6. Fire inspection permits, if applicable, for hood systems and fire extinguishers, shall also be provided to the applicant and kept on file for proof of fire safety.
7. The property owner's liability insurance shall be provided to the Township.
8. Inspections by the Fire Marshall periodically throughout the approved timeframe of the event, if needed.

Chairperson Bell asked about the 120 foot setback from the centerline of Stadium Drive.

Ms. Johnston noted the right-of-way for Stadium Drive varies due to acquisition from MDOT and the Road Commission and widening of the road over time. The use of a setback from the centerline as opposed to the right-of-way line, she believes, is an attempt to ensure buildings have a consistent visual setback appearance. If the setback was from the right-of-way, which varies, then building setbacks would also vary. The only way to allow the truck within the front yard, would be through the variance process, which she indicated would be difficult to grant.

Attorney Porter noted setbacks aside, the food truck cannot be located within the right-of-way.

In answer to a query from Ms. Farmer, Ms. Johnston said overflow parking that may occur on Stadium Drive, a public road, cannot be regulated by the Township. She said the Township could encourage a location for overflow parking be designated on site during the temporary event. There is plenty of room on this site and that is not likely to be an issue.

Hearing no further questions, Chairperson Bell asked whether the applicant wished to speak.

Mr. Crick Haltom, 7630 W. ML Ave, indicated after six years of hosting food truck events they learned this year that a permit was needed. He indicated he felt it was more like a catering situation than a temporary event. He would like to extend the hours from 3:30 p.m. until 8:30 p.m. and to provide the food trucks through October.

Ms. Johnston felt hours and schedule requests were acceptable. The Planning Commission would need to alter the conditions if they moved for approval.

Attorney Porter confirmed that what Mr. Haltom wants to provide, as described, is indeed defined as a temporary event by Township regulation. He also said under no circumstances could the event be held within the right-of-way unless approval was granted by the Road Commission of Kalamazoo County.

Chairperson Bell asked if there was anyone from the public wishing to speak.

Mr. Richard Schramm, 2001 4th Street, spoke referencing an abstract from the Highway Department regarding Stadium Drive property and use of the front yard by property owners, arguing for permitted use at the front of the property. He cited a fence that had to be rebuilt by the Highway Department because a house was too close to the road. He felt property owners should be able to use the setback area because the right-of-way takes up most of the front yards. He also made comments about use of side yards and wondered how sidewalk sales were different.

Attorney Porter stated sidewalk sales are also a temporary event, which must be approved by the Township, and that the Township is not the Road Commission and a fence is not a food truck.

Hearing no further comments from audience members, Chairperson Bell moved to Board deliberation.

Attorney Porter indicated the time and date changes requested would be fine.

Ms. Farmer said the food trucks at the winery are a great event, but the food trucks are outside the approvals previously granted to the winery and the temporary event approval must be obtained. She agreed with the Staff recommendation and had no issue with the time and date revisions .

Attorney Porter said if the applicant wants to use the right-of-way it would have to be approved by the Road Commission. The Planning Commission must stick to Township code. The applicant would have to apply for a variance to use a setback.

Ms. Smith addressed the applicant's view that the food trucks are more a catering opportunity than a temporary event, saying patrons buy food at the truck; if it were a catering event they would purchase food inside the building. She added all food truck events need to be treated in the same way.

Hearing no further comments, Chairperson Bell asked for a motion.

Ms. Farmer made a motion to approve the special exception use for a temporary outdoor event from the Lawton Ridge Winery as requested, with Staff conditions as presented, and to allow the applicant's request for hours to run from 3:30 p.m. to 8:30

p.m. and events to take place through the end of October 2018. Mr. VanderWeele supported the motion. The motion was approved unanimously.

**SITE PLAN REVIEW: LANGELAND FUNERAL HOME
CONSIDERATION OF AN APPLICATION FROM THE LONG ISLAND PARTNERSHIP
TO DEVELOP A NEW CREMATORIUM AT 3926 SOUTH 9TH STREET IN THE VC:
VILLAGE COMMERCIAL DISTRICT. PARCEL NO. 3905-35-330-018.**

The Chair asked Ms. Johnston for her report on the application from Long Island Partnership regarding the development of a new crematorium.

Ms. Johnston said in November of 2017, Langeland Funeral Home began the rezoning process in order to change from R-4: Residence District, in which funeral homes are permitted but not crematories, to VC: Village Commercial. The Planning Commission determined that the rezoning followed the Township's future land use plan and that both funeral homes and crematories were appropriate within the VC district, albeit as Special Exception Uses (SEU). Following on the use approvals granted by the Planning Commission, the rezoning was successfully approved by the Township Board. The applicant is now seeking site plan approval for the crematory.

She indicated the application is for a new 4,995 square foot facility and some additional parking on the existing funeral home site. Ms. Johnston said with only a few details still need to be addressed before the project site plan can be considered truly complete, but Staff was comfortable in recommending approval for the new crematory. She requested the Planning Commission attach the following conditions, to be administratively reviewed and approved:

1. Prior to the issuance of a building permit, the Township Engineer shall be provided with sufficient information by which to ensure that any pedestrian ramps will be constructed in full accordance with the Americans with Disabilities Act.
2. Prior to the issuance of a building permit, the applicant shall provide an updated photometric plan for the property, clearly indicating that light levels, lamp wattages, and design are in full compliance with the relevant sections of the Zoning Ordinance.
3. Prior to the issuance of a certificate of occupancy, the Township shall be provided with a fully compliant landscape plan. In particular, any outstanding deficiencies related to internal parking lot landscaping shall be corrected.

There were no questions from Commissioners. Chairperson Bell asked if the applicant wished to speak.

Mr. Pat Flanagan, 1209 E. Milham, on behalf of Langeland's and Long Island, said this will be a very nice, well-kept facility.

Mr. Norm Langeland, 3926 S. 9th Street, said this will be a top-quality facility and that the state inspector wants it to be the standard for Michigan in the future.

Hearing no further comments, the Chair moved to Board Deliberations.

Ms. Farmer said there is much interest and support in the community for this needed facility and she supported the recommendation.

Chairperson Bell said she is glad the facility is coming to the community to make this service accessible and noted its value ecologically.

Mr. VanderWeele made a motion to approve the site plan from the Long Island Partnership to develop a new crematorium as requested, based on the recommendation from Staff and including the three stated conditions. Ms. Farmer supported the motion. The motion was approved unanimously.

Old Business

Ms. Smith thought there might have been a problem with the date the fireworks stand at Drake and K-L Avenue was removed; Ms. Johnston will check into it.

Ms. Johnston reported Kalamazoo Township is updating its Master Plan and at the appropriate time Oshtemo Township will have a chance to comment on the draft; she will keep them informed.

Any Other Business

Chairperson Bell asked about progress on the Westgate PUD and when the new hotel is expected to open.

Ms. Johnston said there were no new applications for development except for a road to West Main, which needs MDOT approval. She will keep them informed on any developments.

Ms. Johnston said the hotel hopes to open by the end of summer, but progress seems slow.

PLANNING COMMISSIONER COMMENTS

There were no comments.

ADJOURNMENT

Having exhausted the agenda, and with there being no further business to discuss, Chairperson Bell adjourned the meeting at approximately 8:48 p.m.

Minutes prepared:
July 25, 2018

Minutes approved:
_____, 2018



August 1, 2018

Meeting Date: August 9, 2018

To: Planning Commission

From: Julie Johnston, AICP
Planning Director

Applicant: TSFR Pizza, Inc.

Owner: Corner @ Drake E, LLC

Property: 5099 Century Avenue, Suite 500
Parcel number 05-25-275-020

Zoning: C: Local Business District; Non-residential Planned Unit Development

Request: Increased wall signage allowance

Section(s): 76.000: Signs and Billboards; 60.400: Planned Unit Development

Project Name: Mod Pizza Sign Allowance

OVERVIEW

The building in question is attached to the existing Trader Joe's store and was developed in the spring of this year as part of the Corner@Drake Planned Unit Development (PUD). Construction brought the building to a "white box" condition, where lease space could then be rented. At this time, these individual units are in the process of being leased, which includes the space that will house the applicant, a restaurant called Mod Pizza.

The subject building has visibility from three roadways—Stadium Drive, Century Avenue, and Drake Road—as well as prominent visibility from the pedestrian plaza located to the east of the structure. The applicant is requesting approval for three wall signs where only two are permitted per Section 76.170: *Commercial and office land uses* of the Oshtemo Township Sign and Billboard Ordinance. This Ordinance controls signage in commercially-zoned areas and indicates multi-tenant commercial structures are only allowed two wall signs per constituent tenant space. In contrast to this, standalone buildings are allowed four wall signs.

Section 60.405 of PUD Ordinance allows the Planning Commission to consider a departure from the dimensional requirements of the Zoning Ordinance. To grant such non-variance relief, the Commission must find that the proposed departure from the ordinance "meets the purpose of a planned unit development set forth in section 60.410 and 60.420." These two sections, and indeed the entirety of *section 60.400: Planned Unit Development*, discuss how PUDs might benefit from dimensional departures from the ordinance in order to create a more cohesive, unified, and socially beneficial development through the construction of clustered structures, the creation of large open spaces, and other treatments that might not otherwise be possible

while observing strict compliance with the Zoning Ordinance. Developers are often attracted to PUDs because of this inherent flexibility, but the departures should be beneficial to the development's patrons and the community.

For context, the Planning Commission previously approved the following departures from the Zoning Ordinance, under the standards of section 60.405, at the Corner @ Drake development:

- Reduced side structure setbacks for properties within the PUD.
- Relief from the 0.1 foot-candle limit for site lighting between properties within the PUD.
- Width reduction of side yard landscape buffers within the PUD as well as the buffer strip along Drake Road.
- Allowance of off-site signage in order for the free-standing sign at Drake Road and Century Avenue to advertise PUD properties without frontage on Drake.
- Permission to install 238 9' x 18' parking spaces, where 10' x 20' is typically required.
- Permission for three wall signs for the Trader Joe's development.

For this particular request, the applicant contends allowing one additional wall sign for the restaurant would yield the following:

1. Increased visibility for motorists passing on all three roadways that have line of sight to the restaurant.
2. Signage visibility for pedestrians accessing the plaza and nonmotorized facilities within the PUD.
3. Consistency with past approvals within the Corner@Drake PUD.

RECOMMENDATION

Point one above seems to speak to the desire to more effectively draw new customers in from off-site, while point two directly addresses the convenience of patrons already within the PUD. Providing wayfinding utility to shoppers both exterior to and within the development may meet the criteria for granting a dimensional departure, which speaks to a benefit to both the development's patrons and the community. In addition, point three speaks to consistency within the PUD and substantial justice to multi-tenant users with more than two available exterior walls for signs.

Given that some flexibility has been granted regarding signage at the Corner@Drake PUD in the past, Township staff do feel that approving this request would be in keeping with the Planning Commission's general approach to implementing Section 60.405 of the PUD Ordinance. Substantial justice will be observed; the public health, safety, and general welfare will not be compromised; and it can be argued that allowing this additional wall sign will make for a more cohesive, user-friendly commercial development.

While the previous approval for the Trader Joe's sign was specifically limited to that user, staff would recommend the Planning Commission consider the larger PUD at this time. The "white box" retail buildings located at the southeast corner of the PUD will have multiple users, some of which will have more than two exterior walls for the placement of signs. With the limits on ground mounted signs within the PUD (ground mounted signs are found only along Drake Road), it is very likely that other users will be requesting this same allowance, if exterior wall space is available. However, we also need to be cognizant of the aesthetics of the PUD and ensuring wall signs are managed in a way that does create visual clutter.

Given these findings, staff recommend that the Planning Commission approve the request for additional wall signage within the Corner@Drake PUD, delineating the following:

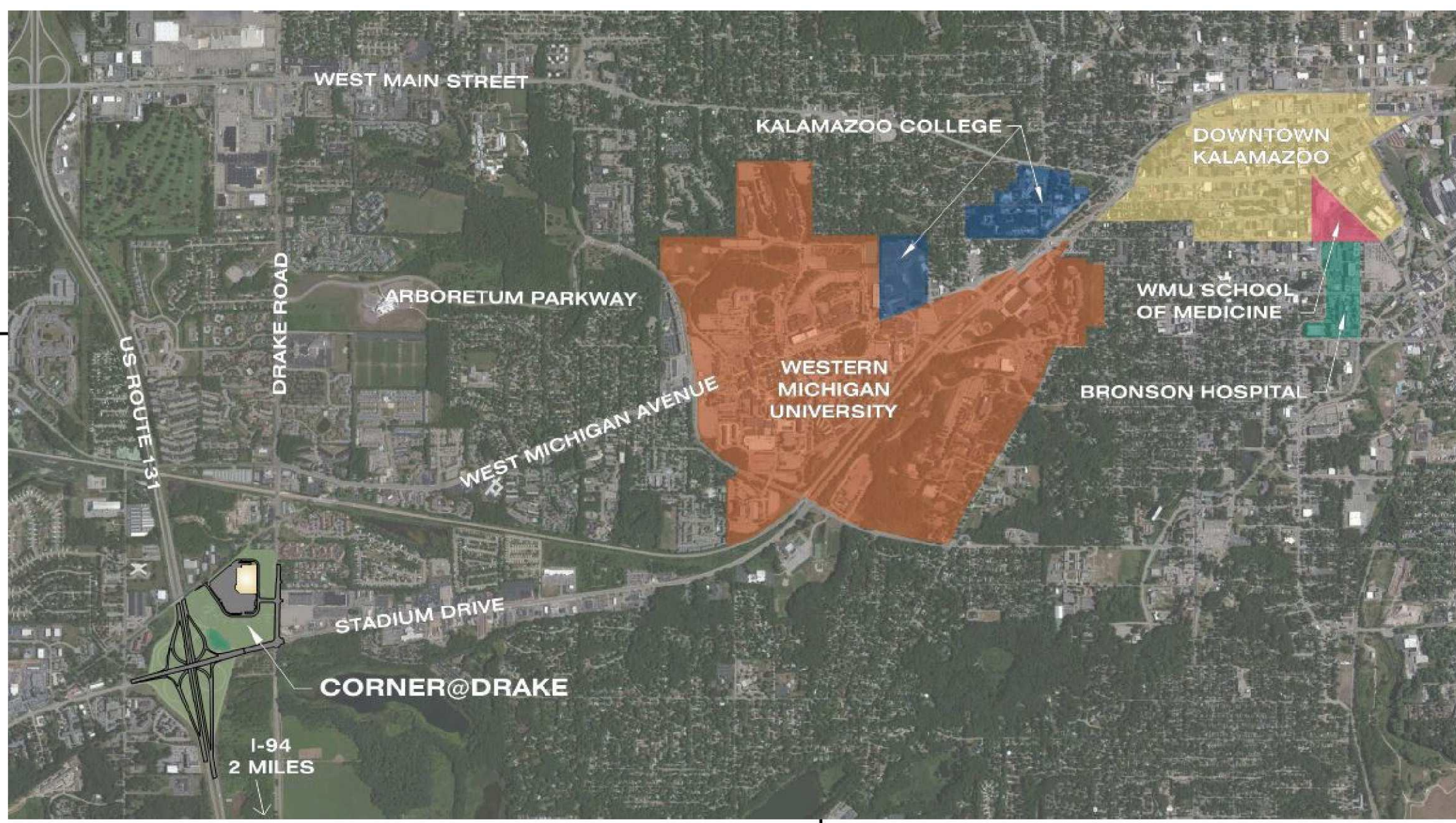
Uses located within multi-tenant buildings within the Corner@Drake PUD shall be allowed one wall sign per exterior wall of the tenant premises, for a maximum of three wall signs per tenant.

Respectfully Submitted,



Julie Johnston, AICP
Planning Director

Attachments: PUD Concept Plan
Application
Application Materials



VICINITY MAP
NOT TO SCALE



KALAMAZOO, MI



997 TOTAL PARKING SPACES
 248 SPACES (25%) ARE PROPOSED TO BE SMALLER THAN
 10' X 20'
 SITE MASS GRADING IS COMPLETED
 OPEN SPACE REQUIRED 5% OF SITE = 1.1 ACRES
 OPEN SPACE PROVIDED ON CURRENT PLAN = 2.72 ACRES
 ENTIRE SITE IS SERVICED BY PUBLIC WATER AND PUBLIC
 SANITARY

PROPOSED PUD 21.94 ACRE DEVELOPMENT

THE CORNER@DRAKE





7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

← 5099 CENTURY AVE →

PROJECT NAME & ADDRESS MOD PIZZA - S. DRAKE RD.

SUITE 500, KALAMAZOO MI 49006

PLANNING & ZONING APPLICATION

Applicant Name: TSFR PIZZA, LLC (REP: RYAN JONES)

Company TSFR PIZZA, LLC

Address 17800 LAUREL PK. DR. N.
SUITE 200C
LIVONIA, MI 48152

E-mail rjones@TEAMSCHOSTAK.COM

Telephone 248-357-6195 Fax 248-262-1814

Interest in Property TENANT

THIS SPACE FOR TOWNSHIP USE ONLY

OWNER*:

Name CORNER @ DRAKE E, LLC

Address c/o AVB

4200 W. CENTRE AVE. PORTAGE MI, 49024

Email gdoobson@avbinc.com

Phone & Fax 269-329-3636

Fee Amount _____

Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- Planning Escrow-1042
- Site Plan Review-1088
- Administrative Site Plan Review-1086
- Special Exception Use-1085
- Zoning Variance-1092
- Site Condominium-1084
- Accessory Building Review-1083
- Land Division-1090
- Subdivision Plat Review-1089
- Rezoning-1091
- Interpretation-1082
- Text Amendment-1081
- Sign Deviation-1080
- Other: _____

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary):

REQUESTING 3rd WALL SIGN AT 60.58 SF

BASED ON TOTAL TENANT SPACE FRONTAGE MAIN ENTRY DOORS

AND PARKING FIELD LOCATED ON THIS SIDE OF BUILDING

(SEE ATTACHED)

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

SEE ATTACHED

PARCEL NUMBER: 3905- 05 - 25 - 275 - 029

ADDRESS OF PROPERTY: CORNER SHOPPES II @ DRAKE (5099 CENTURY AVE)
S. DRAKE RD. SUITE 500
KALAMAZOO MI 49006

PRESENT USE OF THE PROPERTY: NA - NEW BUILD

PRESENT ZONING C COMM SIZE OF PROPERTY 2,556 SF


NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:

Name(s)

Address(es)

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.


Owner's Signature (* If different from Applicant)

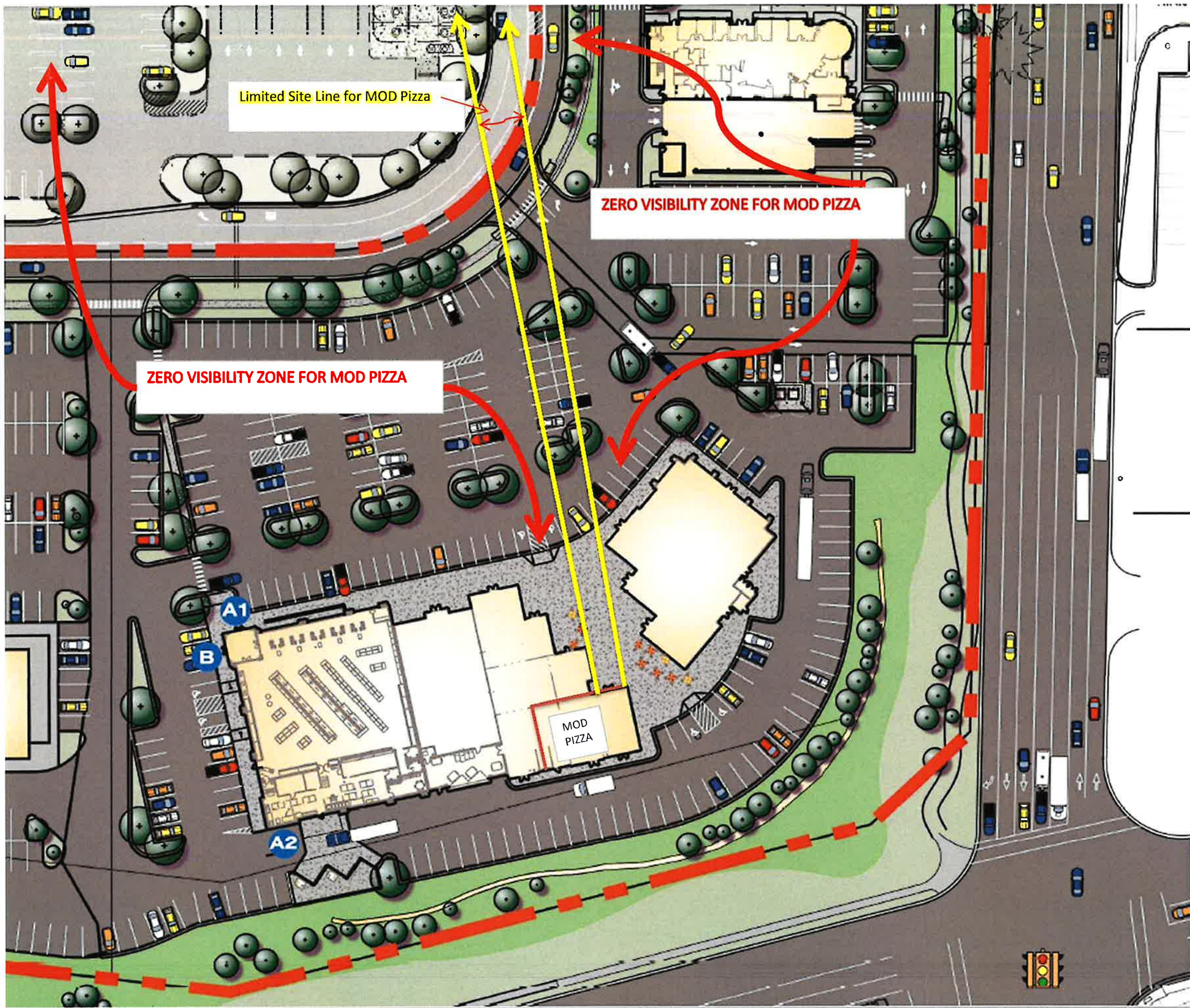
6/11/18
Date

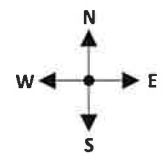
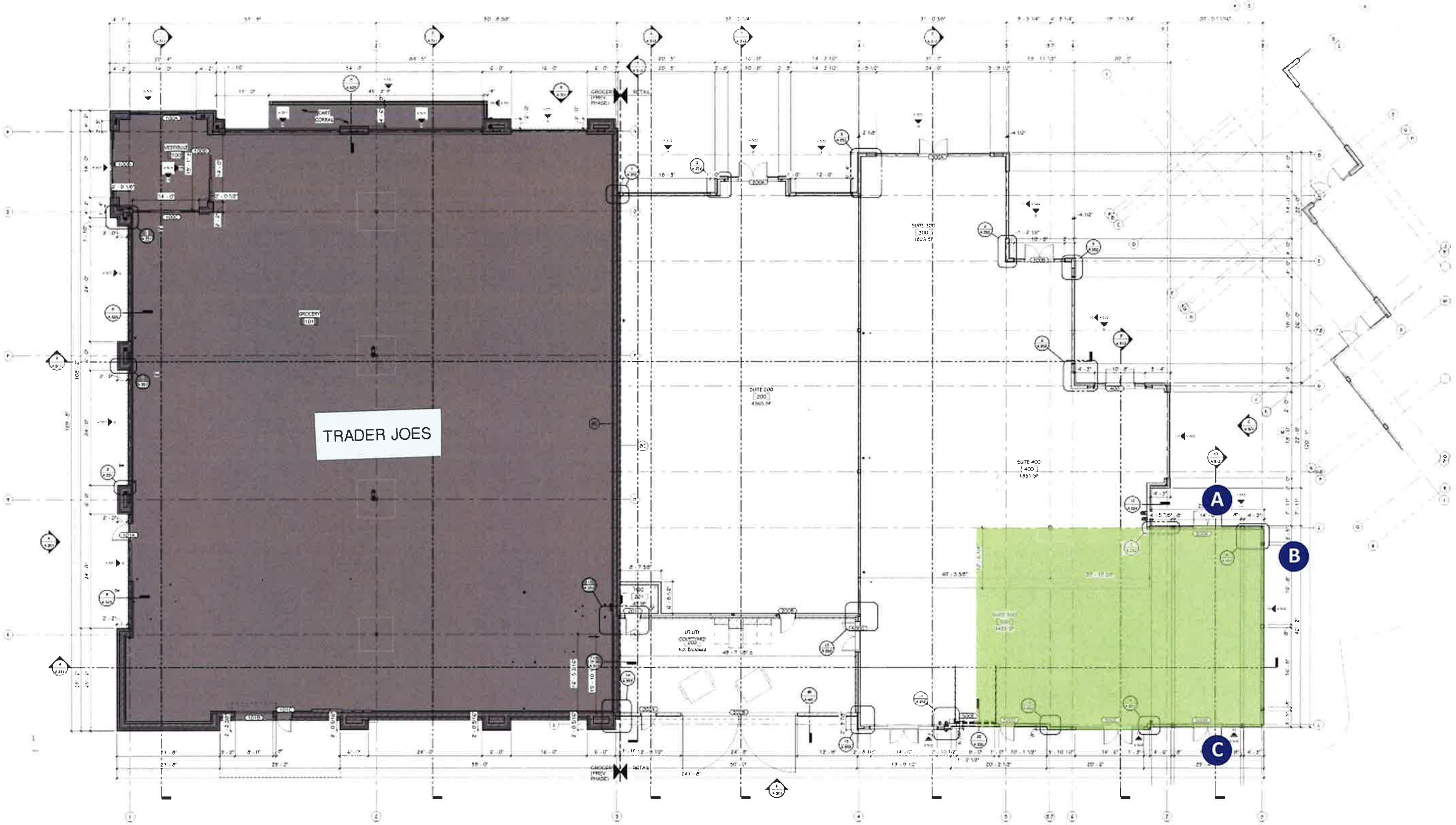

Applicant's Signature

6-11-18
Date

- Copies to:
Planning -1
Applicant -1
Clerk -1
Deputy Clerk -1
Attorney-1
Assessor -1
Planning Secretary - Original

PLEASE ATTACH ALL REQUIRED DOCUMENTS





FLOOR PLAN

SCALE: 3/64" = 1' - 0"

Design #	
0819919AR4	
Sheet 2 of 10	
Client	
MOD PIZZA	
Address	
1700 S. DRAKE RD. KALAMAZOO, OSHTEMO TOWNSHIP, MI	
Account Rep.	J DOBYNS
Designer	E SIMON
Date	09/26/17
Approval / Date	
Client	
Sales	
Estimating	
Art	
Engineering	
Landlord	
Revision/Date	

- R1:PM:03/22/18:REVISE TO HANGING BADGE (A OPT1) & HANGING WALL SIGN (A OPT2, B & C), ADD WALL SECTIONS
- R2:PM:04/12/18:REVISE THE OUTER SUPPORT TUBES TO BE ALIGNED W/ MULLIONS (B,C)
- R3:PM:06/07/18:ADD OPT 2 (A), REVISE SIZING [C]
- R04:PM:06/11/18:REVISE (A) OPT 1 TO MATCH [C], ADD FLOOR PLAN, REMOVE OPT 2 (A)

Chandler Signs
Brand Image Begins Here™

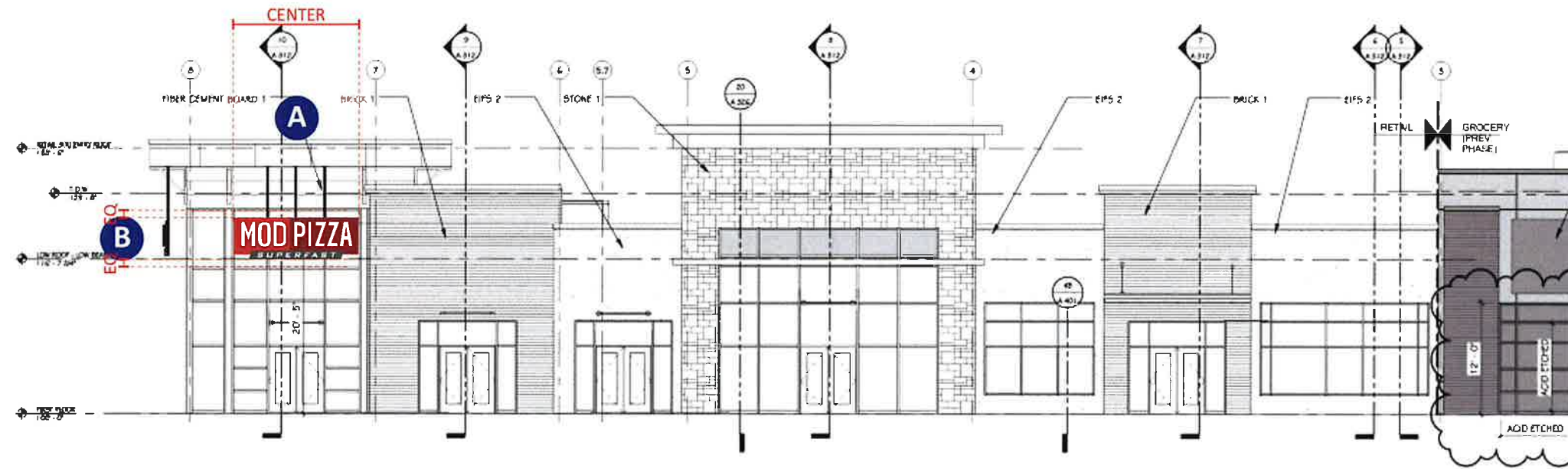
chandler signs.com	
National Headquarters	3201 Manor Way Dallas, TX 75235 (214) 963-0200 Fax (214) 962-2044
San Antonio	17319 San Pedro Ave Ste 200 San Antonio, TX 78232 (210) 349-3804 Fax (210) 349-8724
West Coast	3220 Executive Ridge Dr Ste 250 Vista, CA 92081 (860) 734-1708 Fax (860) 734-3732
Northeast US	965 Baxter Avenue Suite 200 Louisville, KY 40204 (502) 479-3075 Fax (502) 412-0018
Florida	2584 Sand Hill Point Circle Davenport, FL 33837 (863) 420-1100 Fax (863) 424-1160
Georgia	111 Woodstone Place Dawsonville, GA 30534 (678) 725-8852 Fax (710) 349-8724
South Texas	PO BOX 125 206 Doral Drive Portland, TX 78374 (361) 563-5599 Fax (361) 643-6533

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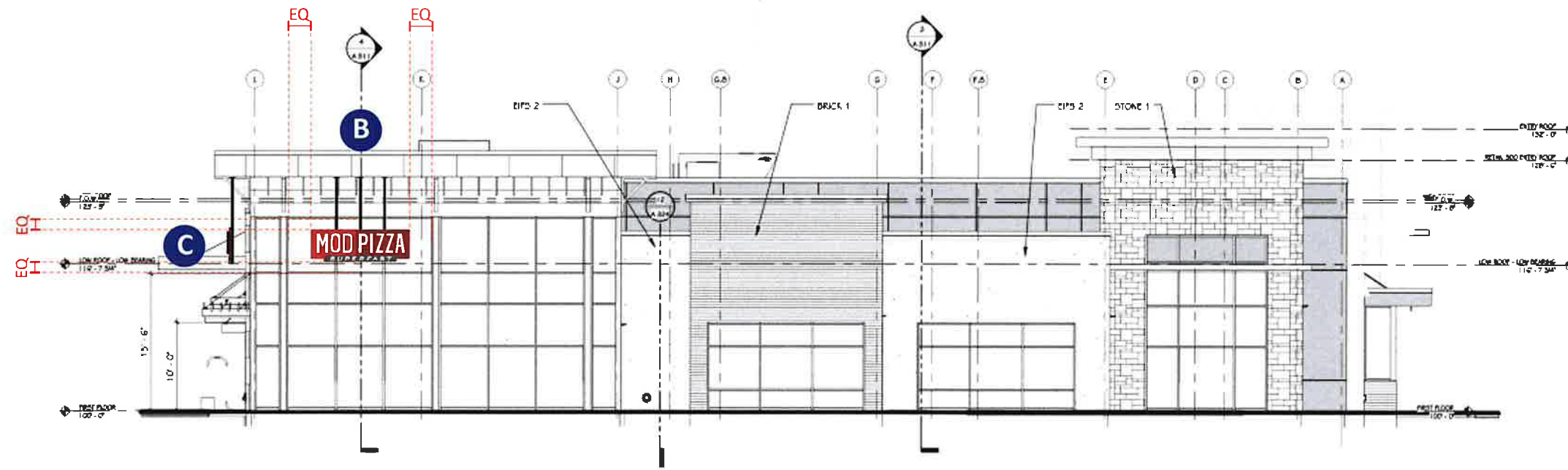
FINAL ELECTRICAL CONNECTION BY CUSTOMER

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING & BONDING OF THE SIGN. SIGN WILL BEAR UL LABEL(S).





NORTH ELEVATION SCALE: 1/16" = 1' - 0"



EAST ELEVATION SCALE: 1/16" = 1' - 0"

Design #	0819919AR4
Sheet	4 of 10
Client	MOD PIZZA
Address	1700 S. DRAKE RD. KALAMAZOO, OSHTEMO TOWNSHIP, MI
Account Rep.	J DOBYNS
Designer	E SIMON
Date	09/26/17
Approval / Date	
Client	
Sales	
Estimating	
Art	
Engineering	
Landlord	
Revision/Date	

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Chandler Signs
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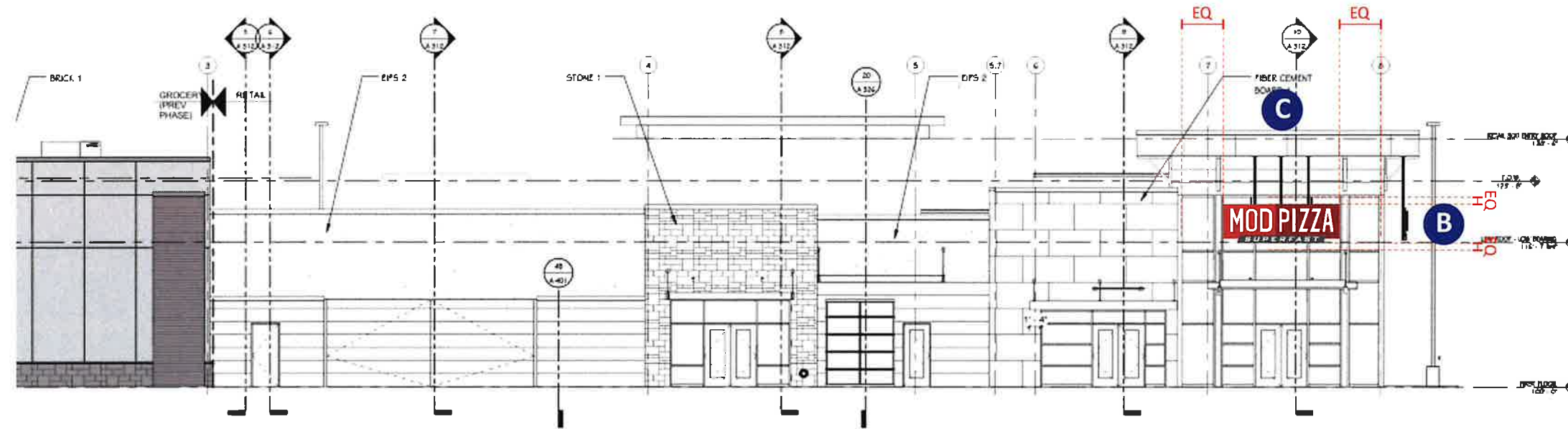
chandler signs.com

National Headquarters	3201 Manor Way Dallas, TX 75235 (214) 902-2000 Fax (214) 902-2044
San Antonio	17319 San Pedro Ave Ste 200 San Antonio, TX 78232 (210) 349-3804 Fax (210) 349-8724
West Coast	3220 Executive Ridge Dr Ste 250 Vista, CA 92081 (949) 784-1708 Fax (949) 734-3752
Northeast US	965 Baxter Avenue Suite 200 Louisville, KY 40204 (502) 479-3075 Fax (502) 412-0013
Florida	2584 Sand Hill Point Circle Davensport, FL 33837 (863) 420-1100 Fax (863) 424-1160
Georgia	111 Woodstone Place Dawsonville, GA 30534 (770) 725-8852 Fax (770) 349-8724
South Texas	PO BOX 125 206 Dorjal Drive Portland, TX 78374 (361) 588-9999 Fax (361) 643-6533

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SOUTH ELEVATION SCALE: 1/16" = 1' - 0"

Design #	
0819919AR4	
Sheet 5 of 10	
Client	
MOD PIZZA	
Address	
1700 S. DRAKE RD. KALAMAZOO, OSHTEMO TOWNSHIP, MI	
Account Rep.	J DOBYNS
Designer	E SIMON
Date	09/26/17
Approval / Date	
Client	
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chandler signs.com	
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West Coast	3220 Executive Ridge Dr Suite 250 Vista, CA 92081 (760) 734-1708 Fax (760) 734-3752
Northeast US	965 Baxter Avenue Suite 200 Louisville, KY 40204 (502) 479-3075 Fax (502) 412-0013
Florida	2584 Sand Hill Point Circle Davenport, FL 33837 (863) 470-1100 Fax (863) 424-1160
Georgia	111 Woodstone Place Dawsonville, GA 30534 (770) 725-8852 Fax (770) 349-8724
South Texas	PO BOX 125 206 Doral Drive Portland, TX 78374 (361) 563-5599 Fax (361) 643-6333

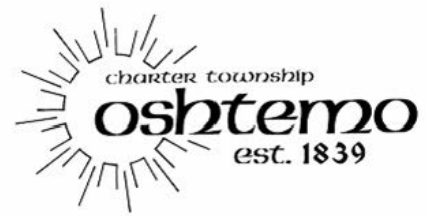
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August 2nd, 2018



Meeting Date: August 9th, 2018

To: Oshtemo Township Planning Commission

From: Ben Clark, Zoning Administrator

Applicant: Jeff Paulson, PE, Hurley & Stewart

Owner: Jonas Crump

Property: 6343 Stadium Drive

Zoning: VC: Village Commercial

Request: Site plan and special exception use approval for conversion of an existing single-family home to an office use.

Section(s): 33.000—VC: Village Commercial; 34.000—Village Form-Based Code Overlay; 60.000—Special Exception Uses; 82.000—Site Plan Review

Project Name: Office Conversion, 6343 Stadium Drive

OVERVIEW

The applicant is requesting site plan and special exception use approval to convert a 1,440 square foot single-family home to an office use. The structure is situated on a half-acre lot near the intersection of Stadium Drive and Parkview Avenue, immediately to the east of Larue's Restaurant. Along with modifying the ranch-style structure, built in 1962, the applicant also proposes adding a two-space parking garage and a six-stall parking lot to the rear of the property. Per section 33.300—*Special exception uses in the Village Commercial District* of the Oshtemo Township Zoning Ordinance, such conversions of dwellings to non-residential uses requires special exception use permission from the Planning Commission.

GENERAL ZONING COMPLIANCE

Located in the *Village Fringe* sub-area of the *Village Form-Based Code Overlay District*, the existing home is *legal-nonconforming* with respect to its distance from Stadium Drive, the percentage of lot width it occupies, and several architectural and massing requirements that would be required of a newly-built structure. Given this, none of the extant non-conformities are being increased with this project, and a number of design requirements, including those for building materials dictated by the Form-Based Code, are being satisfied with the planned improvements. The proposed garage will match the office aesthetically and will be located in the back yard of the lot, also in accordance with the Form-Based Code.

Evaluating the project site plan, staff have determined that all applicable requirements of the zoning ordinance not otherwise discussed in this report are being satisfied. The applicant proposes no site lighting at this time, although small fixtures to illuminate building entrances may be added in the future. When that time comes, staff will ensure that any relevant photometric standards are satisfied.

SITE ACCESS, CIRCULATION, AND PARKING

No new site access is being proposed with this project, as the applicant intends to use the existing curb cut onto Stadium Drive. On the property, the current driveway leads to an attached garage, which will be converted to an office space. Subsequently, the driveway will be reconfigured to pass around the northeast side of the structure, connecting to a parking area behind the building. In the parking lot, seven exterior spaces are proposed, with two provided in the detached garage.

Per section 68.400—*Minimum Parking Spaces Required* of the Zoning Ordinance, an office of this size requires 11 parking spaces, but the relatively small size of the subject property, coupled with the necessity to add a fire apparatus turn-around to the site, means that two of the originally planned spaces in the southeast corner of the lot had to be eliminated. Section 68.600—*Deviation* of the Zoning Ordinance does allow the Planning Commission to grant *non-variance* relief in such cases where an existing site, in the process of redevelopment, cannot reasonably accommodate all of the necessary spaces. Discussing options with the applicant, staff have determined that the elimination of two spaces will still provide adequate parking for the proposed office, and that the spirit and intent of the ordinance will be met.

Staff also notes that the circulation aisle in the parking area narrows to 21 feet near its southwest end. This will need to be widened by three feet in order to comply with the ordinance. Adequate space exists to the south of the parking lot in which to add paving to make up for this small deficit.

LANDSCAPING

Proposed plantings, combined with existing vegetation on-site, fully satisfies all applicable landscape requirements of the Zoning Ordinance.

ENGINEERING

The Township's Engineer has reviewed the project site plan and is satisfied that stormwater runoff will be adequately and appropriately managed. Staff also notes that the applicant proposes to adjust the slope of the driveway apron to match the requirements of a forthcoming sidewalk along this portion of Stadium Drive.

FIRE DEPARTMENT

The Township Fire Marshal has evaluated the project site plan and has determined that the site can adequately accommodate fire apparatus movements. A fire hydrant is present on the north side of Stadium Drive, immediately opposite the project location.

OTHER CONSIDERATIONS

Section 60.100 of the Zoning Ordinance provides additional review criteria for consideration when deliberating a Special Exception Use request.

- 1. Is the proposed use compatible with the other uses expressly permitted within the VC: Village Commercial zoning district?**

Designed to accommodate a wide breadth of uses, including residential and low-intensity non-residential uses, conversion of this single-family home into office space is compatible with the intent of its respective zoning district.

B. Will the proposed use be detrimental or injurious to the use or development of adjacent properties or to the general public?

With relatively minor changes to the subject property proposed for this project, staff feel that the planned office conversion will have no deleterious impact on the use or development of adjacent properties.

C. Will the proposed use promote the public health, safety, and welfare of the community?

Low-intensity in use and scope and introducing no new traffic patterns to the Village area of the Township, staff are confident that this use will not compromise or undermine public health, safety, and welfare.

D. Will the proposed use encourage the use of the land in accordance with its character and adaptability?

A use such as this is a good fit for this part of the Village area of the Township, and the planned improvements will bring the structure closer to compliance with the form-based code.

RECOMMENDATION

Upon reviewing the proposed project, staff recommend that the Planning Commission grant site plan and special exception use approval, and request that the following condition be attached:

1. The entirety of the vehicle circulation aisle in the parking lot shall be widened to 24 feet, and a revised site plan shall be submitted for administrative approval prior to the issuance of a building permit.

Respectfully Submitted,



Ben Clark
Zoning Administrator

Attachments:

- Application
- Map
- Site plan excerpts



7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS Office Conversion 6343 Stadium Drive

PLANNING & ZONING APPLICATION

Applicant Name : Jeff Paulson
Company Hurley & Stewart
Address 2800 S. 11th Street
Kalamazoo MI, 49009
E-mail jpaulson@hurleystewart.com
Telephone 269-552-4960 Fax 269-552-4961
Interest in Property Civil Engineer

THIS
SPACE
FOR
TOWNSHIP
USE
ONLY

OWNER*:

Name Jonas Crump
Address 12602 22M St. NW
Watford City, ND 58854
Email JonasCrump@gmail.com
Phone & Fax 269-806-0448

Fee Amount _____
Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- | | |
|--|---|
| <input checked="" type="checkbox"/> Planning Escrow-1042 | <input type="checkbox"/> Land Division-1090 |
| <input checked="" type="checkbox"/> Site Plan Review-1088 | <input type="checkbox"/> Subdivision Plat Review-1089 |
| <input type="checkbox"/> Administrative Site Plan Review-1086 | <input type="checkbox"/> Rezoning-1091 |
| <input checked="" type="checkbox"/> Special Exception Use-1085 | <input type="checkbox"/> Interpretation-1082 |
| <input type="checkbox"/> Zoning Variance-1092 | <input type="checkbox"/> Text Amendment-1081 |
| <input type="checkbox"/> Site Condominium-1084 | <input type="checkbox"/> Sign Deviation-1080 |
| <input type="checkbox"/> Accessory Building Review-1083 | <input type="checkbox"/> Other: _____ |

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary): _____

Conversion of existing house to office space, addition of garage, and construction of parking lot to existing site.

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

Land situated in the township of Oshtemo, County of Kalamazoo, and State of Michigan, described as:

Lots No. 1 and 2 of the plat of "West Point" according to the plat record in liber 17 of plats on page 25, Kalamazoo County records.

PARCEL NUMBER: 3905- 05-26-474-010

ADDRESS OF PROPERTY: 6343 Stadium Drive, Kalamazoo MI, 49009

PRESENT USE OF THE PROPERTY: Private Residence

PRESENT ZONING Village Commercial **SIZE OF PROPERTY** 0.51 Acres 22,111 sqft
Form Based Code
Overlay

NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:

Name(s)	Address(es)
Wolverine Construction LLC	12602 22M St NW
	Watford City ND 58854

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.

Owner's Signature(* If different from Applicant)

Date



6/22/18

Applicant's Signature

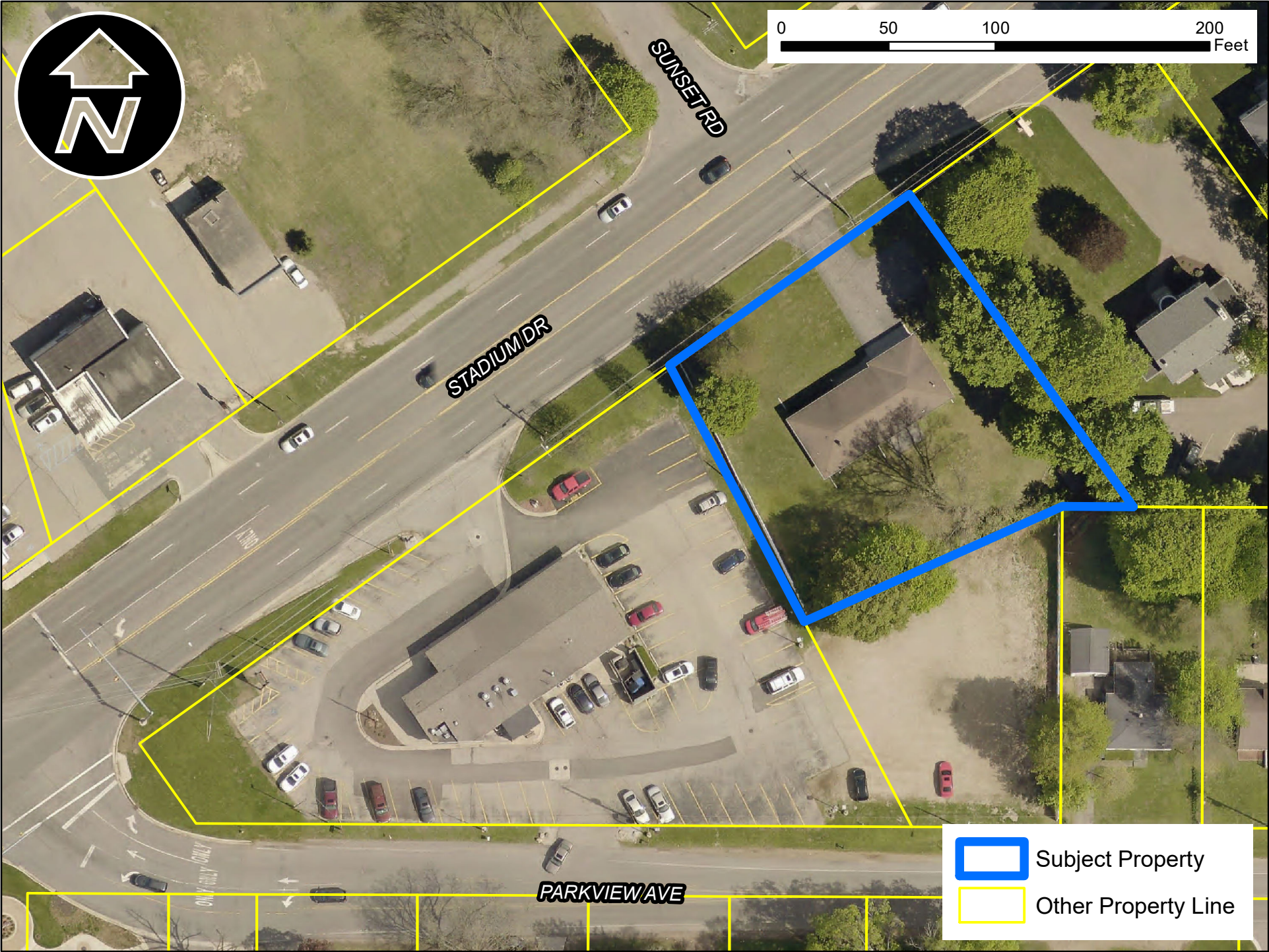
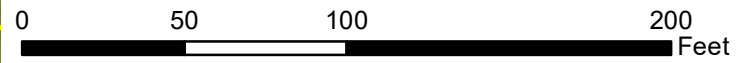
Date



6/22/18

- Copies to:
- Planning -1
- Applicant -1
- Clerk -1
- Deputy Clerk -1
- Attorney -1
- Assessor -1
- Planning Secretary - Original



PLEASE ATTACH ALL REQUIRED DOCUMENTS



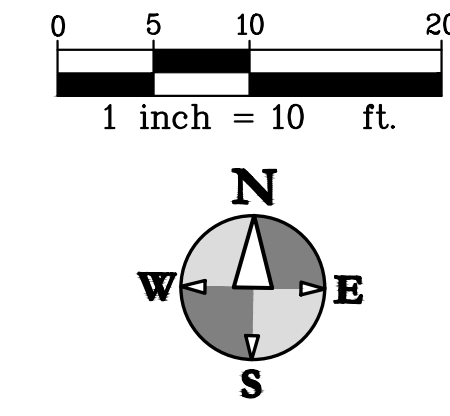
STADIUM DR

SUNSET RD

PARKVIEW AVE

-  Subject Property
-  Other Property Line

DRAWING LOCATION: H:\18-0240-0243 Stadium Drive\FINAL DRAWINGS\C-2 Site Layout.dwg LAST SAVED BY: JESSIE ON 7/19/2018



ZONING REQUIREMENTS

ZONING
THE SITE IS ZONED (VC) VILLAGE COMMERCIAL DISTRICT BUT ALSO WITHIN THE VILLAGE FORM BASED CODE OVERLAY ZONE, VILLAGE FRINGE SUB DISTRICT

SETBACKS PER VC: FRONT - 5' MINIMUM TO 20' MAXIMUM
SIDE - 0'
REAR - 15' MINIMUM

SETBACKS PER OVERLAY ZONE:
FRONT - 5' TO 10'
SIDE - 10'
REAR - 25' W/O ALLEY

PARKING SETBACKS PER OVERLAY ZONE:
FRONT - NOT PERMITTED
SIDE - 5'
REAR - 10'

PROPOSED USE
CONVERSION OF EXISTING STRUCTURE TO OFFICE SPACE, ADDITION OF GARAGE, AND CONSTRUCTION OF PARKING LOT

TOTAL AREA: 0.51 ACRES (22,111)
BUILDING/PAVEMENT AREA: 0.21 ACRES (9,021 SQFT) 40.8%
GREENSPACE: 0.30 ACRES (13,090 SQFT) 59.2%

PARKING
TOTAL PARKING SPACES REQUIRED:
1 PER 150 SF OF NET FLOOR AREA
GROSS FLOOR AREA = 2039 SFT
NET FLOOR AREA = 1656 SFT
1656/150 = 11.04 = 11 SPACES REQUIRED
TOTAL PARKING PROVIDED = 9 SPACES + 2 GARAGE SPACES = 11 SPACES
BARRIER FREE SPACES REQUIRED = 1 VAN ACCESSIBLE
BARRIER FREE SPACES PROVIDED = 1 VAN ACCESSIBLE
ALL BARRIER FREE SPACES DESIGNED PER ADA REQUIREMENTS
TYPICAL PARKING SPACE DIMENSION = 10'x20' PER OSTHEMO TOWNSHIP (68.300)

INTERIOR LANDSCAPING
LANDSCAPING AREA REQUIRED = 15 SFT PER SPACE < 50 SPACES = 15*11 = 165 SFT
LANDSCAPING AREA PROVIDED = 166 SFT

NOTES

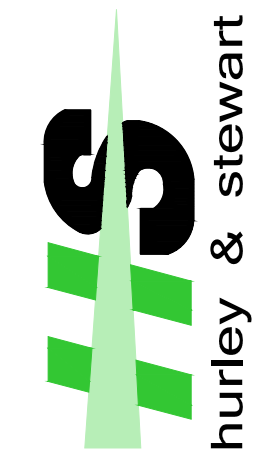
- ALL DIMENSIONS SHOWN ARE TO THE EDGE OF METAL.
- PAVEMENT MARKINGS AND SIGNAGE SHALL CONFORM TO THE CURRENT MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND MICHIGAN BARRIER FREE CODE.
- SEE LANDSCAPE PLANS FOR HARDSCAPE, DETAILED GRADING IN LANDSCAPED AREAS AND SIGNAGE.
- MATCH EXISTING CURB & GUTTER SECTIONS WHEN CONNECTING TO THEM. CONDITIONS VARY THROUGHOUT PROJECT
- EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, 2012 EDITION, AND OSTHEMO TOWNSHIP STANDARD SPECIFICATIONS.
- IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS BECOME APPARENT, THESE SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION OF ANYTHING AFFECTED SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
- ALL WORK SHALL CONFORM TO ALL LOCAL, STATE AND FEDERAL LAWS, RULES AND REGULATIONS IN FORCE AT THE TIME OF CONSTRUCTION.
- ALL EXTERIOR CONCRETE SHALL BE MDOT GRADE P1 (3500PSI), AIR ENTRAINED, LIMESTONE AGGREGATE, BROOM FINISHED, CURING SEAL.

SCHEDULE "A" LEGAL DESCRIPTION
TITLE CO: DEVON TITLE AGENCY
COMMITMENT #714032
EFFECTIVE DATE 10/21/2017

LAND SITUATED IN THE TOWNSHIP OF OSTHEMO, COUNTY OF KALAMAZOO, AND STATE OF MICHIGAN, DESCRIBED AS:

LOTS NO.1 AND 2 OF THE PLAT OF "WEST POINT" ACCORDING TO THE PLAT RECORDED IN LIBER 17 OF PLATS ON PAGE 25, KALAMAZOO COUNTY RECORDS.

hurley & stewart, llc
2800 south 11th street
kalamazoo, michigan 49009
269.552.4960 fax 269.552.4961
www.hurleystewart.com



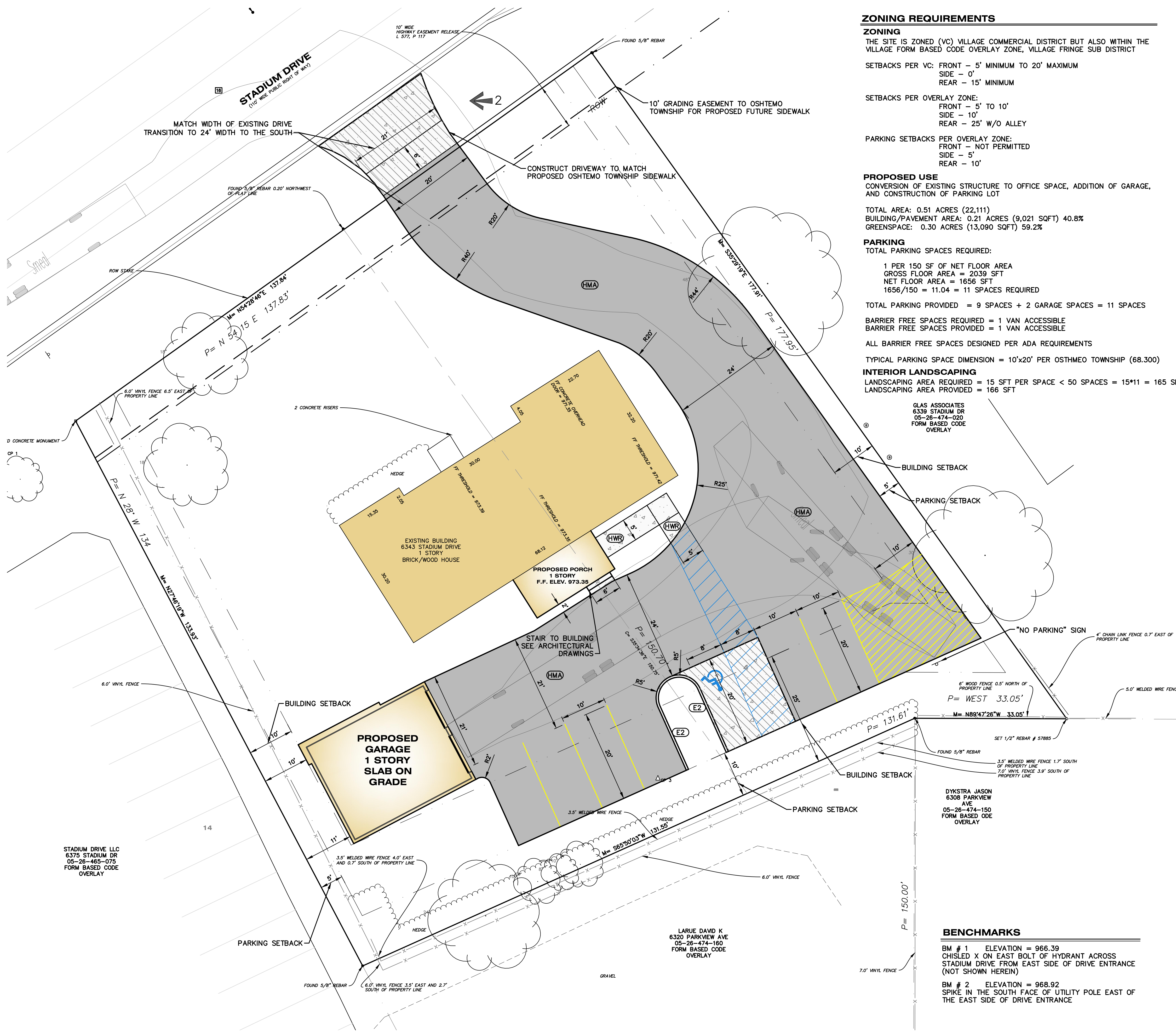
Job No.	Rev.	Date	By	Description
18-0240	02	07/19/18	JHP	ISSUED FOR PREVISIONS
	1	06/13/18		OWNER REVIEW
	2	06/22/18		TOWNSHIP SITE PLAN REVIEW
	3	07/19/18		TOWNSHIP RESUBMITTAL

SITE LAYOUT PLAN 6343 STADIUM DRIVE IN-FORM ARCHITECTURE

Sheet Title:
Project:
Client:

07/19/18

Sheet
C-2



LEGEND:

- STANDARD-DUTY BITUMINOUS PAVEMENT (SEE DETAIL)
- CONCRETE PAVEMENT AND SIDEWALK
- HEAVY DUTY CONCRETE PAVEMENT
- PROPOSED BUILDING
- EXISTING BUILDING
- HMA HMA PAVEMENT
- HWR HANDRAIL FOR WALK-RAMP (SEE DETAIL)
- E2 CURB (SEE DETAIL)

BENCHMARKS

- BM # 1 ELEVATION = 966.39
CHISLED X ON EAST BOLT OF HYDRANT ACROSS STADIUM DRIVE FROM EAST SIDE OF DRIVE ENTRANCE (NOT SHOWN HEREIN)
- BM # 2 ELEVATION = 968.92
SPIKE IN THE SOUTH FACE OF UTILITY POLE EAST OF THE EAST SIDE OF DRIVE ENTRANCE



ALL UTILITIES AS SHOWN ARE APPROXIMATE LOCATIONS DERIVED FROM ACTUAL MEASUREMENTS AND AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATION NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THE AREA.

STADIUM DRIVE LLC
6375 STADIUM DR
05-26-485-075
FORM BASED CODE
OVERLAY

LARUE DAVID K
6320 PARKVIEW AVE
05-26-474-160
FORM BASED CODE
OVERLAY

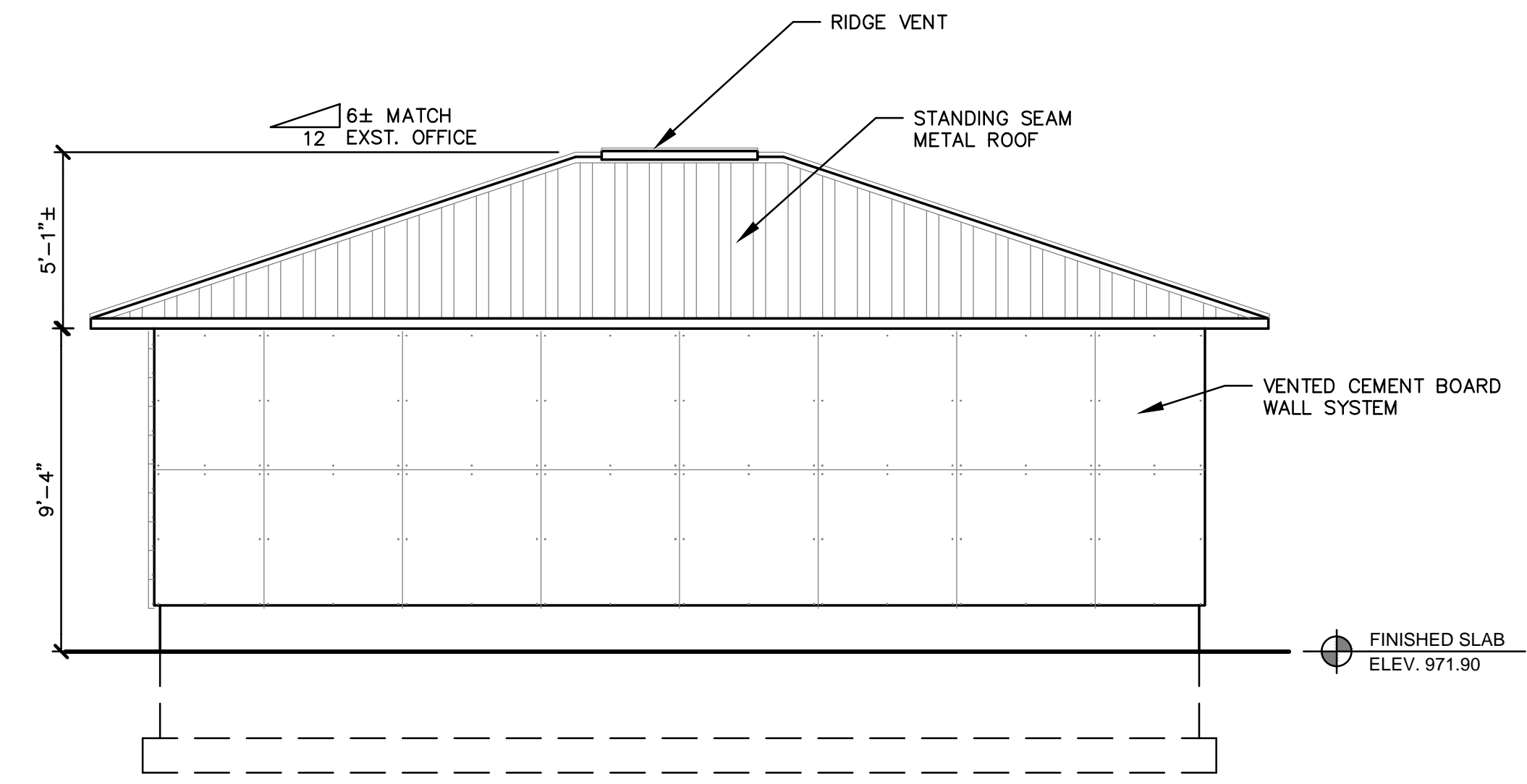
DYKSTRA JASON
6308 PARKVIEW AVE
05-26-474-150
FORM BASED CODE
OVERLAY



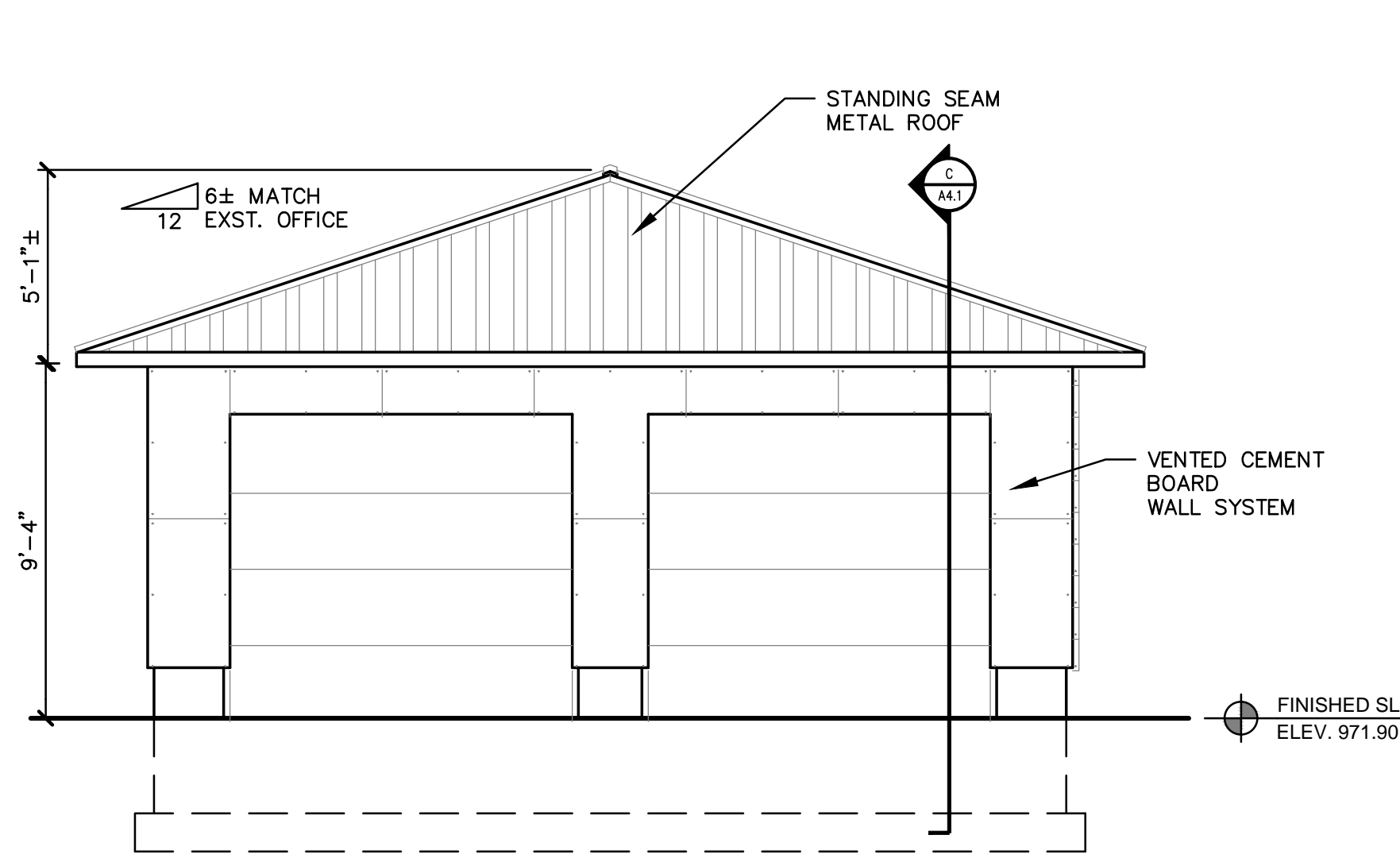
E SOUTH ELEVATION (MAIN ENTRY)
SCALE 1/4" = 1'-0"
Labels: GREY STANDING SEAM METAL ROOF, GREY CEMENT BOARD, WOOD LOOK CEMENT BOARD SCREEN WALL, SPLIT FACE CMU COLUMNS, GREY CEMENT BOARD, WOOD LOOK CEMENT BOARD



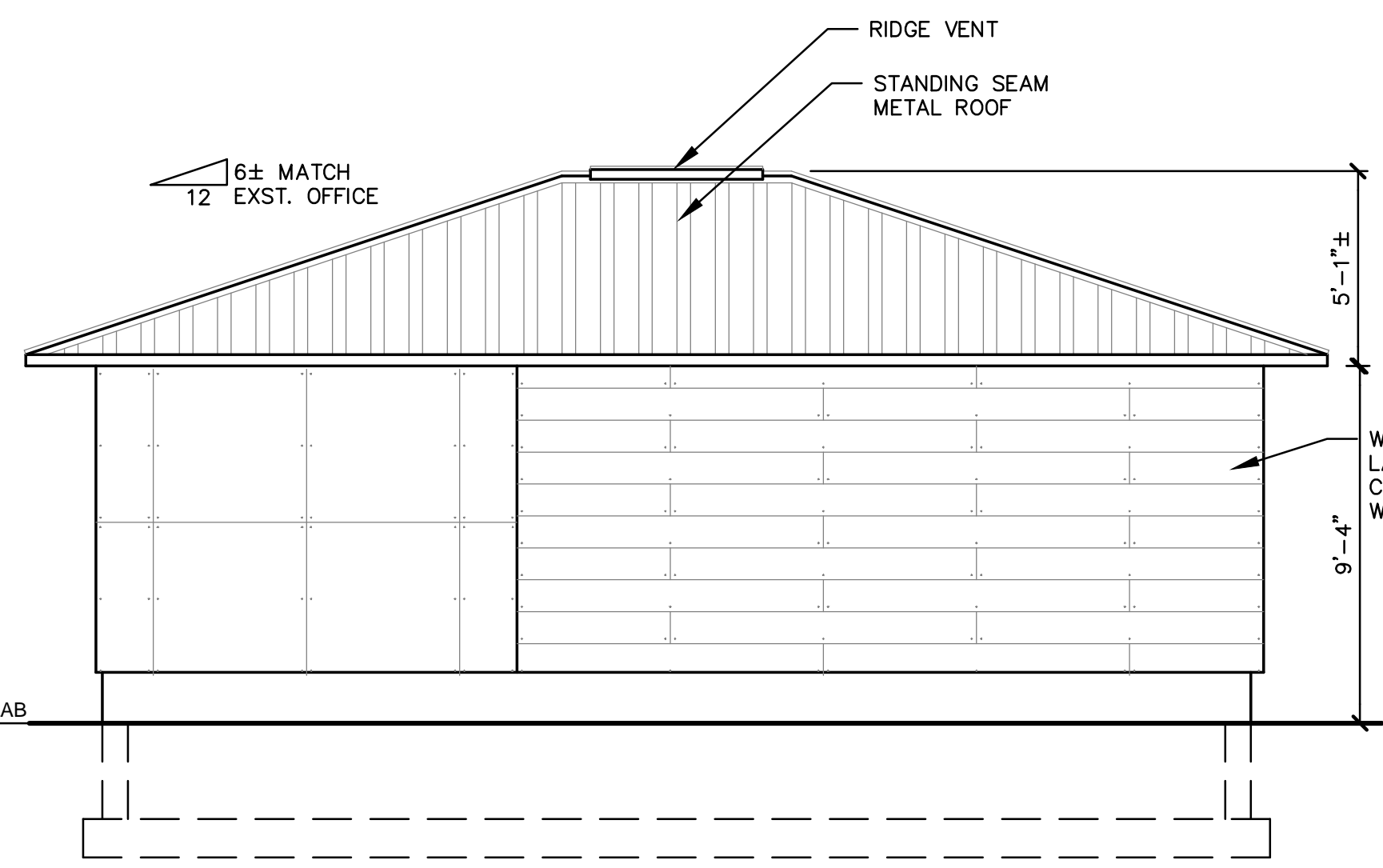
E NORTH ELEVATION (FACING ROAD)
SCALE 1/4" = 1'-0"
Labels: GREY STANDING SEAM METAL ROOF, GREY CEMENT BOARD, WOOD LOOK CEMENT BOARD



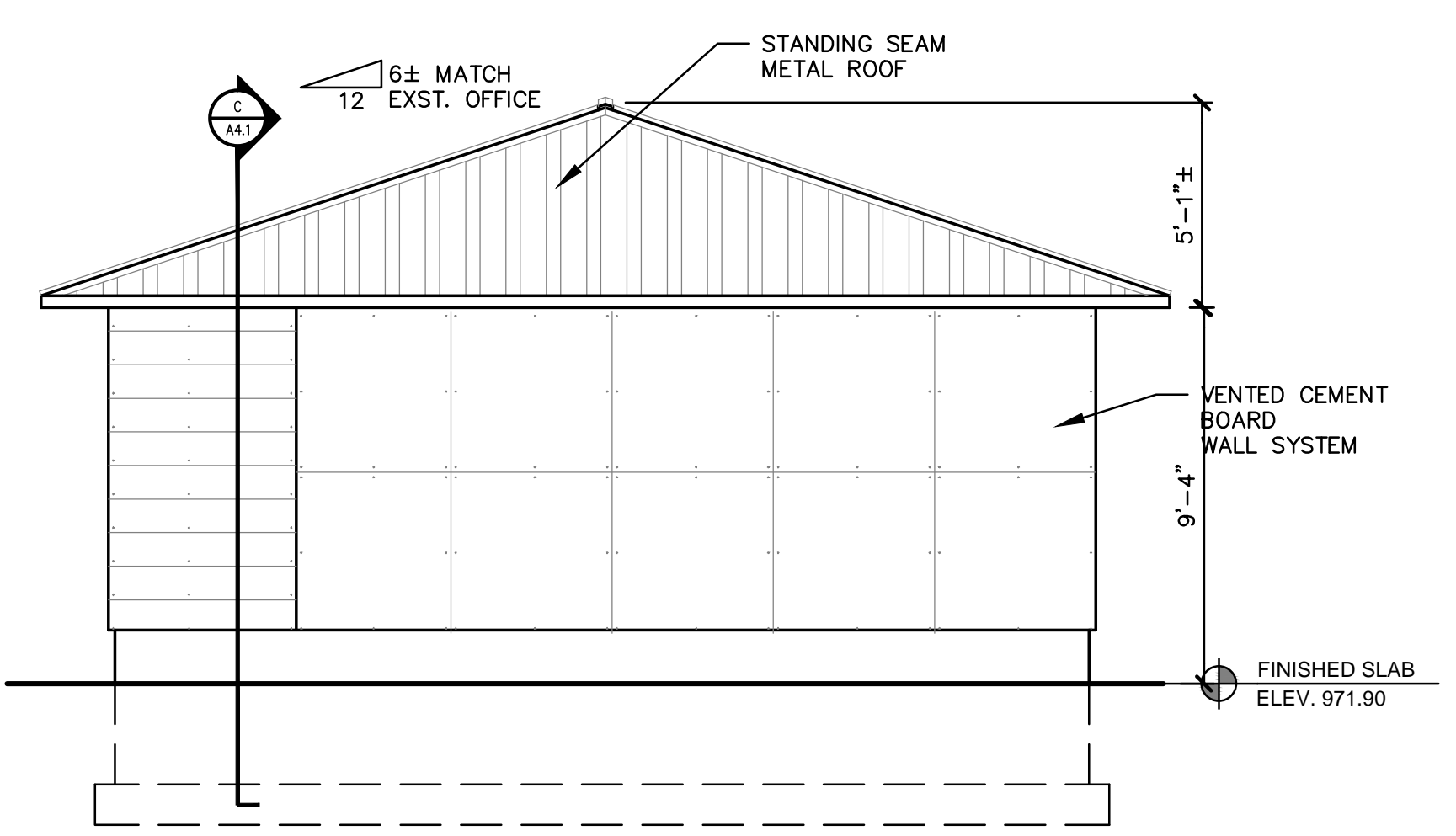
D GARAGE SOUTH ELEVATION
SCALE 1/4" = 1'-0"
Labels: RIDGE VENT, STANDING SEAM METAL ROOF, VENTED CEMENT BOARD WALL SYSTEM, FINISHED SLAB ELEV. 971.90



C GARAGE EAST ELEVATION
SCALE 1/4" = 1'-0"
Labels: RIDGE VENT, STANDING SEAM METAL ROOF, VENTED CEMENT BOARD WALL SYSTEM, FINISHED SLAB ELEV. 971.90



B GARAGE NORTH ELEVATION
SCALE 1/4" = 1'-0"
Labels: RIDGE VENT, STANDING SEAM METAL ROOF, WOOD LOOK LAPPED VENTED CEMENT BOARD WALL SYSTEM, FINISHED SLAB ELEV. 971.90



A GARAGE WEST ELEVATION
SCALE 1/4" = 1'-0"
Labels: RIDGE VENT, STANDING SEAM METAL ROOF, VENTED CEMENT BOARD WALL SYSTEM, FINISHED SLAB ELEV. 971.90

Phase I Exterior Renovation & Garage:
6343 Stadium Drive
Kalamazoo, MI 49009

sheet name
EXTERIOR GARAGE ELEVATIONS

project number
18003

drawing date
Site Plan Review
08.01.18

sheet number

A3.2



August 2, 2018

Mtg Date: August 9, 2018
To: Planning Commission
From: Julie Johnston, AICP
Subject: Zoning Ordinance Re-Organization

Based on the July 26th work session discussion, staff has made the following changes to the re-organized Zoning Ordinance:

- “Motorized vehicular roadways” was removed from the special land use in the RR: Rural Residential District termed: “Golf courses, parks, motorized vehicular roadways, and outdoor recreational areas.” Motorized vehicular roadways was only delineated as part of the special land use within the RR District, where all other residential districts state the following: “Golf courses, parks, and outdoor recreational areas.” After the work session discussion, it was decided to remove this particular use for consistency with the other residential zoning districts. Further, the Planning Commission decided to consider including this use within the industrial districts at a later date.
- The special land uses that were included in the old Section 60.000: Special Exception Uses but were not specifically delineated within any of the use districts have now been included. For example, “Communication Towers” were listed in Section 60.000 as a Special Exception Use. The regulations for communications towers within this section indicated they were permitted within the industrial districts as long as all of the regulations could be achieved, but were a special exception use everywhere else. Staff included the term “communication towers” as a use permitted with conditions in the I-1, I-2, and I-3 districts but as a special land use in all other districts. The other uses listed in Section 60.000 that needed to be included in the use districts were adult regulated businesses, earth removal facilities, private streets, and wind energy conversion systems.
- All sections titled either “Limitations,” “Design Standards,” or “Site Development Standards” have been changed within the use districts to “Development Standards.”
- The new Section 56.30: Review Criteria of the Special Land Uses was updated to the following language in **red** or ~~strike through~~ for the Planning Commission’s consideration:

The Planning Commission shall only approve an application for a Special Land Use that meets the following standards.

- A. Master Plan/Zoning Ordinance. The proposed use will be consistent with the purpose and intent of the Master Plan and Zoning Ordinance, including District in which the use is located.
- B. Site plan review. The Site Plan Review Criteria of Section 55.80.

- C. Impacts.
 - 1. The proposed use would be compatible, harmonious and appropriate with the existing or planned character and uses of adjacent properties; **meaning the proposed use can coexist with neighboring uses in a stable fashion over time such that no neighboring use is unduly negatively impacted.**
 - 2. Potentially adverse effects arising from the proposed use on adjacent properties would be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the location of screening, fencing, landscaping, buffers or setbacks.
 - 3. The proposed use would not be detrimental, hazardous, or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, smoke, odors, glare, **or** visual clutter ~~and electrical or electromagnetic interference.~~
- D. Environment. ~~The building and site area required for the proposed use will retain as many natural features of the landscape as practicable,~~ **The natural features of the subject property shall only be cleared or altered to the extent necessary to accommodate site design elements**, particularly where the natural features assist in preserving the general character of the area.
- E. Public facilities. Adequate public and/or private infrastructure and services already exist or would be provided, and will safeguard the health, safety, and general welfare of the public.
- F. **Specific use requirements. The special land use development requirements of Article 43.**

Finally, one of our Commissioner's was reviewing the new Ordinance and had a question related to naming convention in the code, which I thought merited consideration by the group. In the use districts we currently have the following sections:

Permitted Uses
Permitted Uses with Conditions
Special Land Uses

For consistency sake, should we instead consider one of the following:

Permitted Uses	Permitted Land Uses
Permitted Uses with Conditions	Permitted Land Uses with Conditions
Special Uses	Special Land Uses

The term "land" could easily be added or removed if we wanted to employ some consistency throughout the sections.

Thank you.